



## Cabinet for Health and Family Services Division of Kentucky Electronic Health Information

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### *Policies – Information Technology*

**Category: 11 000.000**

**Category Title: DIVISION OF KENTUCKY ELECTRONIC HEALTH INFORMATION  
OBLIGATIONS**

**000.000 Policy Title: Offsite Access to KHIE Files**

**Policy: Offsite Access to KHIE Files:**

1. Access to KHIE by the Division of Kentucky Electronic Health Information and KHIE employees and contractors will be limited to access with CHFS owned computers only.
2. Any employee or contractor requiring access to the KHIE, other than at their designated CHFS worksite, will be required to be granted such access by the KHIE Project Manager or the Division of Kentucky Electronic Health Information Executive Director.

**Scope:** This policy applies to all Division of Kentucky Electronic Health Information and KHIE employees and contractors, including all persons providing contractor services.

**Policy/Procedure Maintenance Responsibility:** The Division of Kentucky Electronic Health Information is responsible for the maintenance of this policy.

**Exceptions:** There are no exceptions to this policy.

**Review Cycle:** Bi-Annual

**Timeline:**

Revision Date:

Review Date: 01-16-2017

Effective Date: 06-15-2011